



Faribault Economic Development Authority  
**MEETING MINUTES**

Thursday | March 21, 2019 | Regular Meeting

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The Faribault Economic Development Authority met in the 1<sup>st</sup> Floor Public Meeting Room at City Hall, 208 1<sup>st</sup> Avenue NW, Faribault, Minnesota.

**Members Present:** Rod Gramse, Matt Drevlow, Kevin Voracek, Janna Viscomi, and Dave Albers

**Members Absent:** Matt Carlander and Gary Kindseth

**Staff Present:** Community and Economic Development Director Deanna Kuennen, Economic Development Coordinator Samantha Markman, City Administrator, Tim Murray and Administrative Assistant I Kari Casper

**Others Present:** None.

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**1. Call to Order / Roll Call / Agenda Approval**

**Action:** Chair Gramse called the meeting to order at 7:00 a.m.

**2. Approval of Minutes**

**A. Minutes of February 21, 2019 EDA Meeting**

**Action:** Motion was made by Dave Albers and seconded by Kevin Voracek to approve the minutes of the February 21, 2019 meeting as presented. Motion carried (4/0).

(Commissioner Drevlow arrived at 7:01 a.m.)

**3. Routine Business**

**A. Monthly Loan Status Report**

**Discussion:** Director Kuennen presented the reports for review.

**B. Permit Activity Update Report**

**Discussion:** The current monthly permit activity was attached for review.

**C. Monthly Budget Report**

**Discussion:** This report provides the EDA with “year-to-date” expenditures by line item and the budgeted amounts for each. No unusual expenses to report.

**Action:** Motion was made by Kevin Voracek and seconded by Dave Albers to approve Routine Business as presented. Motion carried (5/0).

#### 4. Public Hearings

##### A. None

#### 5. Items for Discussion

##### A. EDA Revolving Loan – Proposed Guidelines

**Discussion:** Coordinator Markman began the presentation giving updates on the various types of programs within the Revolving Loan program. She went over the guidelines and noted that the Hwy 60 project will be discussed a bit later and that the Commercial Rehab Loan program involving Fund 245 with Small Cities Dollars no longer exists and that the Minnesota Investment Fund, Fund 249 has a balance of \$13,467. Chair Gramse opened up for discussion and everyone seemed to be find as proposed which then led them into line item 5B.

##### B. Hwy 60 Reconstruction – Project Update and Proposed Business/Building Assistance

**Discussion:** Director Kuennen presented and President Gramse inquired as to a cap on the allocation of funds. It was decided by the commission to agree on \$200,000 to start with and come back if more is needed. Director Kuennen stated this amount will be based on the number of applicants. This program is designed to work with business owners, not tenants to incentivize perhaps painting, landscaping and not for such improvements as HVAC systems. We are being proactive on this rather than at the request of either the city or business owners. The program is intended to assist owners by deferring repayment and will open up the application process through the end of the year. Viscomi inquired about whether a packet of information will be made available and Kuennen stated that it would. Kuennen stated that City Engineer, Mark Duchene who is holding a public meeting tonight on the the Hwy 60 Corridor project is fully aware of this program and will mention it and be supportive to the business owners.

**Action:** Motion was made by Kevin Voracek and seconded by Janna Viscomi to approve items 5A and 5B as presented.

##### C. Downtown Exterior Rehabilitation & Exterior Improvement Program – Applications

a. 17 2nd Street NE – Janna and Bernie Viscomi (Council Member Janna Viscomi recused herself from the discussion at this point).

**Discussion:** The board was fine with this as present.

**Action:** Motion was made by Matt Drevlow and seconded by Dave Albers to accept the application at 17 2<sup>nd</sup> Street, NE. Motion carried (4/0).

b. 206 Central Avenue – Ellison Investment Group LLC

**Discussion:** The board was fine this as presented.

**Action:** Motion was made by Kevin Voracek and seconded by Dave Albers to accept the application at 206 Central Avenue. Motion carried (5/0).

## 6. Updates/Project Reports

- Kuennen started off the updates with the mention of the Northern Industrial Park's lack of water pressure. It is difficult to incentivize potential developers with this lack of pressure and mentioned that there was some discussion years back about adding a water tower to the area to solve this issue.
- Kuennen mentioned that the Opportunity Zone seminars were well received and have given us an opportunity to network and bring developers to the area which included the apartment complex project off of Central.
- General Ito visited us with an entourage and was well received in conjunction with the MN Trade Office and Daikin. Faribault was the host for the day and they toured Daikin & Sage, had lunch and a business round table finishing off the day with an evening session wherein the feedback received was impressive and they spoke highly of Faribault. This is a link to the foreign and direct investment and Mayor Voracek stated that he has been invited several times following the meeting to visit Osaka.
- Twin Cities Business Monday magazine selected Faribault to be profiled in their June edition. Kuennen and various city leaders met recently with the editorial board who are now writing and collecting ads. Kuennen mentioned that the EDA is splitting the cost of a ½ page ad with the City for \$3,500 using EDA marketing dollars.
- Markam submitted application for nominations in the Real Estate Journal and the City of Faribault is up for 3 potential awards 1) Industrial & Manufacturing Project of the Year; 2) Greater Minnesota Project of the Year; and 3) City of the Year. Kuennen stated that she will send out who is also nominated in these categories. Kuennen stated that we would like to be there and will need to pay for either a full table of 10 or ½ table of 5. The ½ table is \$1,500 and Kuennen will speak with Daikin to see if they would like to attend. The board agrees that \$1,500 ½ table would be fine for now.
- Mayor Voracek mentioned that there is an upcoming coffee with the council at the Buckham West formerly the Senior Center on April 7<sup>th</sup> at 2 p.m.
- Kuennen presented a draft of a Joint Funding Agreement and passed this out to the members for their review. This was drafted by Attorney Scott Riggs and was created following the recent activity with F-Town.

## 7. Adjourn

**Action:** Motion was made by Dave Albers and seconded by Janna Viscomi to adjourn the meeting at 7:52 a.m. Motion carried (5/0).

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Rod Gramse, President

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Dave Albers, Secretary/Treasurer

Respectfully Submitted,

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Kari Casper, Administrative Assistant I